

**KINGSTON HILL ACADEMY
BOARD OF TRUSTEES
MEETING MINUTES**

March 20, 2013

5:00 p.m.

Members Present: Helen Morcos, Debra Deion, Stephen Panikoff, Rob Raposo, Linda Ollari (proxy for Dr. June Groden)

Members Absent: Lisa Davis, Ellen Nelson, Dr. John Nazarian, Johnna Bicknell, Dr. Patricia Wisocki, Ann Kuzminsky, Lorraine Melillo

The meeting was called to order at 5:15 p.m.

Approval of Minutes

The minutes of January 16, 2013 were reviewed. Linda Ollari (proxy for Dr. June Groden) motioned to accept the minutes; seconded by Rob Raposo. All other members in attendance were in favor.

Update On RIDE Approval Of Charter Renewal

We are awaiting an official document of approval for our files. We received a letter from ERSRI (Employee Retirement System of RI); they need confirmation of the new charter.

Financial Report

Helen Morcos provided the Consolidated Balance Sheet and Income Statement for the Six Months Ending December 31, 2012. Rob Raposo motioned to accept the financial report; seconded by Deb Deion. All other members in attendance were in favor.

KHA Safety Plan

Chris Suchmann (Grodan Center Facilities Manager) has collected three proposals for buzzers and cameras to be installed at the main entrance; he will supply those proposals to Steve Panikoff on Friday, March 22.

Staggered Terms for Members

Staggered terms for trustees to balance continuity; members could have 1 year terms, 2 year terms, or 3 year terms. A committee will be set to discuss and implement it.

Postponed to May 8, 2013.

Charter School Planning Committee

As stated in the Bylaws, the Board shall establish a Charter School Planning Committee (CSPC), chaired by the President, consisting of the CEO and not less than 3 nor more than 5 members.

Postponed to May 8, 2013.

Five Year Improvement Plan

Helen proposed that a building expansion, water tank installation and soccer field be included in the five-year improvement plan. Helen will check with Chris Suchmann if the leaching field would need to be expanded to accommodate additional children/bathroom facilities. Anne Considine offered to write a grant proposal to the Champlin Foundation for the soccer field. Rob Raposo suggested the KHA PTO may be willing to make contributions to the soccer field, and may be able to recommend a construction company that would be willing to donate work on the soccer field in order to write the

amount off as a contribution. Helen will meet with a capital campaign company to discuss campaigns to secure contributions.

RIDE School Initiatives – Steve Panikoff

Teachers are watching 20 hours of video pertaining to the professional development resource on Formative Assessment being developed under the Race to the Top initiative. Formative Assessment is a process used by teachers and students during instruction that provides feedback to adjust ongoing teaching and learning to improve students' achievement of intended instructional outcomes. The concept is the teacher teaches a lesson to the whole classroom; and then works individually with each student to assess what they got out of the lesson. Steve also demonstrated how the teachers analyze student data using Kim Charest's and Lori Corso's chart.

Make up of School Days

There are now 8 school days that need to be made up. June 19 was originally the last day of school for KHA. Steve Panikoff and Lena Sena (Finance Department) will determine the cost of additional bussing for the following dates: April 15, June 20, 21, 24-28.

Future School Bus Contract for KHA and Compass School

There are now 10 charter schools interested in purchasing bussing; waiting to receive bids from several bus companies before the 2013-2014 school year. Our bus payment to send school districts will be 60% next year.

Parent Comments

Rob Raposo mentioned the KHA PTO is planning a field day; discussed the possibility of using this field day as a make-up day.

Rob Raposo inquired about the classroom makeup for 2013-2014 school year; at this time it appears there may be one 5th grade classroom depending on how many of our present 4th grade students enroll in their home district middle school.

A suggestion was made to look into portable classrooms.

Next meeting date: May 8, 2013

Deb Deion motioned to adjourn the meeting. Helen Morcos seconded the motion. All other members in attendance were in favor.

Meeting was adjourned at 6:45 pm.

Public Contact Information:

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